

MINUTES OF MEETING

RHODE ISLAND AIRPORT CORPORATION

BOARD OF DIRECTORS

WEDNESDAY, OCTOBER 17, 2012 AT 4:00 PM

IN THE MARY BRENNAN BOARD ROOM

T. F. GREEN AIRPORT

2000 POST ROAD, WARWICK, RHODE ISLAND

The meeting of the Rhode Island Airport Corporation (“Corporation”) Board of Directors was called to order by Chair, Kathleen C. Hittner, M.D., at 4:00 p.m., in the Mary Brennan Board Room at 2000 Post Road, Warwick, Rhode Island, in accordance with the notice duly posted pursuant to the Open Meetings Law.

BOARD MEMBERS PRESENT: Kathleen C. Hittner, M.D; Joseph M. Cianciolo; Bradford S. Dimeo; Michael F. Ryan; Michael A. Traficante; Deborah M. Thomas and Robert D. Sangster.

BOARD MEMBER ABSENT: None.

ALSO PRESENT: Peter A. Frazier, C.M., Interim President and CEO; and those members listed on the attendance sheet attached hereto.

1. Approval of the Minutes:

A motion was made by Mr. Cianciolo and seconded by Mr. Ryan to

approve the minutes of the Board of Director's Meeting of September 19, 2012. The motion was passed unanimously.

2. Open Forum:

Dr. Hittner asked if anyone present wanted to speak in Open Forum. No one came forward.

3. Report from Interim President and CEO:

Mr. Frazier reported that RIAC received a funding letter from the Federal Aviation Administration (FAA) committing to funding, subject to federal appropriations, the Runway 16-34 Runways Safety Area Project, Runway 16-34 Obstruction Removal Project, Runway 5-23 Extension and the Noise Programs over the next five years. Mr. Frazier noted that Senator Reed and the Congressional Delegation provided significant support in this process.

Mr. Frazier reported that Runway 16-34 Runways Safety Area Improvement Program construction would begin June 2013 and scheduled for final construction in December 2015.

Mr. Frazier reported construction for the Hangar 1 Demolition Project is scheduled to begin in June 2013 with final construction completed in December 2013.

Mr. Frazier reported that construction for Winslow Park Relocation Program is scheduled to begin in May 2014 with final construction completed in June 2015.

Mr. Frazier reported that construction of the Runway 5 Extension Program is scheduled to begin in June 2015 with final construction completed in December 2017.

Mr. Frazier reported that the City of Warwick gave a three week extension on the date required under the Memorandum of Understanding (MOU) for the Corporation to provide acquisition information to both the City of Warwick and affected Warwick residents.

Mr. Frazier reported acquisitions of properties located on Main Avenue are scheduled to be completed by June 2014. Property owners in the impacted area will receive a notification letter and a brochure on their relocation rights.

Mr. Frazier reported property acquisition in the Runway Protection Zone (RPZ) is scheduled to be completed by December 31, 2017. Twelve to thirteen properties will be acquired per year over the next five years. Mr. Frazier reported that there will be a hardship policy for property owners that have extenuating circumstances.

Mr. Frazier reported that a MOU has been entered into with the University of Rhode Island (URI) for water quality testing/training.

The City of Warwick will be appointing a liaison to work with both URI and RIAC.

Mr. Frazier reported Ms. Goldstein, VP Public Affairs & Air Service Marketing, is working with Ms. Karen Jedson of the Warwick Tourism Board to jointly promote T. F. Green Airport and the city.

Mr. Frazier reported, as part of the MOU with the City of Warwick, a community bulletin board will be installed within the next month.

Mr. Frazier reported input from Winslow Park leagues is being gathered and a traffic control plan will be implemented.

Mr. Frazier reported a Notice to Proceed has been issued for the design of the demolition of Hangar One, the undertaking of the survey and geotechnical work, and the design of the Runway 16-34 Safety Area Improvements.

Mr. Frazier reported that meaningful negotiations with the owners of a private sewer line needed for the Glycol project have stalled. Mr. Frazier noted that the Corporation may seek the Board's consent to condemn the access, thus leaving its fair market value to the courts. The City of Warwick has been informed on the status of this issue.

Mr. Frazier reported Dr. Hittner had approved a Change Order Request for enhanced way finding signage at the InterLink facility and

the final amount came in under budget.

Mr. Frazier reported that passenger traffic for the month of September was down 10.57% on approximately 15% less scheduled capacity. Year to date traffic was down 5.28%.

Mr. Frazier reported that along with Ms. Goldstein he would be visiting Delta Airlines in Atlanta to discuss current air service and future service options.

Mr. Frazier reported September was a good month for the General Aviation Airport System. Mr. Frazier reported that total operations at the general aviation Airports were up 29.15%. Total passengers were up 22.72% and total fuel sales were down 4.72.

Mr. Frazier reported improvements on the first phase of interior work for the Northstar hangar is two weeks from completion. Once the first phase is completed work will commence on the second half of the interior space. Mr. Frazier reported that exterior phase has already begun and the project is scheduled to be completed mid January 2013.

Mr. Frazier reported on October 30, 2012, TSA Headquarters will be visiting T. F. Green Airport to review the new \$3.3 Million surveillance system that was funded by the TSA. Mr. Frazier reported this real time remote connectivity is unique in the country and is essentially

curb to gate coverage.

Mr. Frazier reported the Aviation Expo and the MS Jet Pull were two very successful events held in the past two months. Mr. Frazier reported there were 17 teams of 25 members to pull the FedEx 757 aircraft and nearly 1,000 students from RI and MA high schools that attended the Aviation Exp.

Mr. Frazier reported Crossroads of Rhode Island held a fundraiser at North Central Airport on September 22nd. The event was a success and generated a rental fee for North Central Airport.

Mr. Frazier reported he will be the guest speaker at the 25th Annual Rhode Island Transportation Forum, Innovative Green Transportation Infrastructure & System, on October 26th.

There was general discussion on financing and analysis of the Airport Improvement projects. Mr. Schattle stated a presentation on this matter is scheduled for the November Board of Director's Meeting.

4. President and CEO Selection Committee Report:

Dr. Hittner stated that the Committee met prior to the Board Meeting and noted that Mr. Doug Kuelpman was in attendance at both the Committee and the Board Meeting. Dr. Hittner provided an overview

of the process noting that the position was advertised by brochure with set criteria to apply. Each qualified candidate completed a detailed application, an assessment profile and a one hour phone interview. Dr. Hittner stated that Mr. Kuelpman recommended which candidates move to the next stage of the process which includes background checks, reference checks and an in person interview. Dr. Hittner stated the Committee and the Board are working diligently to provide a good leader to the Rhode Island Airport Corporation.

5. Action Items:

(a) Consideration of and Action Upon Approval to Purchase Three Airport Snowsweepers at T. F. Green Airport.

Mr. Frazier gave an overview of the purchase noting that the purchases of three pieces of equipment were budgeted in the 2013 Operating Capital Budget for \$1,320,424. Mr. Frazier noted these items came in under budget at \$1,295,421. The recommendation is that the Board authorizes the Interim President and CEO, or his designee, to execute a Purchase Order with Oshkosh Airport Products for the purchase of three airport snowsweepers in the amount of \$1,295,421, subject to FAA approval.

WHEREAS, a competitive bidding process was undertaken according to the Rhode Island Airport Corporation's (RIAC) procurement rules

**to purchase up to three airport snowsweepers for T. F. Green Airport;
and**

WHEREAS, on August 27, 2012, RIAC issued an Invitation for Bids (IFB) for this equipment; and

**WHEREAS, five sealed bids were received on September 25, 2012;
and**

WHEREAS, RIAC staff has determined, and the Federal Aviation Administration (FAA) concurs, that the bid submitted by Oshkosh Airport Products (Oshkosh) in the amount of \$1,295,421 for the purchase of three snowsweepers, is the lowest responsive bid; and

WHEREAS, this equipment is approved in the Fiscal Year 2013 Operating Capital budget in the amount of \$1,320,424 with 75% (\$990,318) funding reimbursed from the FAA under AIP No. 3-44-0003-97-2011 and RIAC's 25% (\$330,106) matching share budgeted with General Purpose Funds.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Board authorizes the Interim President and CEO, or his designee, to execute a Purchase Order with Oshkosh Airport Products for the purchase of three airport snowsweepers in the amount of \$1,295,421, subject to FAA approval.

The motion was passed unanimously.

(b) Consideration of and Action Upon Approval of a Consultant Task Order for the 2020 No-Build Voluntary Land Acquisition Program (Phase 5) at T. F. Green Airport.

Mr. Frazier gave an overview of the Task Order to complete the procurement of properties for Phase 5 of the 2020 No-Build Voluntary Land Acquisition Program. The recommendation is that the Board authorize the Interim President and CEO, or his designee, to execute a Task Order with W D Schock Company, Inc. for Acquisition and Relocation Services associated with Phase 5 of the 2020 No-Build Voluntary Land Acquisition Program at T. F. Green Airport in an amount not to exceed \$496,032, subject to FAA approval.

WHEREAS, on October 20, 2010, the Board approved the selection of W D Schock Company, Inc., (Schock) to provide On-Call Land Acquisition and Relocation Services and Avigation Easement Acquisition Services for the Rhode Island Airport System; and

WHEREAS, subsequent to this approval, the Rhode Island Airport Corporation (RIAC) entered into a Professional Services Agreement (Agreement) dated December 15, 2010, with Schock to provide these services; and

WHEREAS, to date, three Task Orders totaling \$1,544,433 have been

issued under this Agreement; and

WHEREAS, RIAC received a Scope and Fee with Schock in the amount of \$496,032 to perform Acquisition and Relocation Services for Phase 5 of the 2020 No-Build Voluntary Land Acquisition Program at T. F. Green Airport and is currently conducting negotiations; and

WHEREAS, the project is approved in the Fiscal Year 2013 Capital Improvement Program (CIP) budget in the amount of \$6,280,000; and

WHEREAS, this Task Order will be funded 80% (\$396,826) reimbursement through the Federal Aviation Administrations (FAA) Airport Improvement Program (AIP), with RIAC's 20% (\$99,206) matching share through Passenger Facility Charges.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Board authorize the Interim President and CEO, or his designee, to execute a Task Order with W D Schock Company, Inc. for Acquisition and Relocation Services associated with Phase 5 of the 2020 No-Build Voluntary Land Acquisition Program at T. F. Green Airport in an amount not to exceed \$496,032, subject to FAA approval.

The motion passed unanimously.

(c) Consideration of and Action Upon Approval of a Consultant Task Order to Provide Conceptual Design Services for Relocating Main Avenue.

Mr. Ryan recused himself from voting on the following item and removed himself from the Board table.

Mr. Frazier reported this Task Order is for is for the design of the relocation of Main Avenue. Mr. Frazier stated the firm chosen has extensive local experience and the rates for this service are federally audited. The recommendation is that the Board authorizes the Interim President and CEO, or his designee, to execute a Task Order with Gordon R. Archibald, Inc. (GRA) to provide Conceptual Design Services for the relocation of Main Avenue as part of the Runway 5-23 Extension Project in an amount not to exceed \$125,466, subject to FAA approval

WHEREAS, On September 16, 2009, the Board approved the selection of Gordon R. Archibald, Inc. (GRA) to provide On-Call Civil Engineering Services; and

WHEREAS, subsequent to this approval, the Rhode Island Airport Corporation (RIAC) entered into a Professional Services Agreement (Agreement) dated October 1, 2009 with GRA; and

WHEREAS, to date, no Task Orders have been issued under this Agreement; and

WHEREAS, GRA is recommended for this task based on the extensive experience its team has with providing services under the current Rhode Island Department of Transportation (RIDOT) and Federal Highway Administration (FHWA) design standards, and

WHEREAS, GRA and its team are positioned to complete this task in an efficient manner consistent with the project timeline that is currently being developed by RIAC staff and AECOM, and

WHEREAS, RIAC received a Scope and Fee from GRA in the amount of \$125,466 to perform Conceptual Design Services for the relocation of Main Avenue as part of the Runway 5-23 Extension Project and is currently conducting negotiations; and

WHEREAS, the project is approved in the Fiscal Year 2013 Capital Improvement Program (CIP) budget in the amount of \$88,820,456; and

WHEREAS, costs associated with the Runway 5-23 Extension are included in the requested Letter of Intent (LOI) for reimbursement at the approved funding level; and

WHEREAS, this Task Order will initially be funded from the General Purpose Fund; and

WHEREAS, RIAC plans to reimburse its matching share of this Task

Order from the anticipated Fiscal Year 2013 bond issue or Passenger Facility Charges.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Board authorizes the Interim President and CEO, or his designee, to execute a Task Order with Gordon R. Archibald, Inc. (GRA) to provide Conceptual Design Services for the relocation of Main Avenue as part of the Runway 5-23 Extension Project in an amount not to exceed \$125,466, subject to FAA approval.

The motion was passed by six affirmative votes, with one Board Member recusing himself from voting. Those votes are as follows:

YEAS: Kathleen C. Hittner, M.D.

Joseph M. Cianciolo

Michael A. Traficante

Bradford S. Dimeo

Robert D. Sangster

NAYS: None

RECUSAL: Michael F. Ryan.

6. Executive Session:

At approximately 4:31 p.m., a motion was made by Mr. Dimeo and seconded by Mr. Ryan to go into Executive Session for the purposes of discussing the following items:

(a) Motion to Approve the Minutes of the Executive Session held on September 19, 2012 - R.I.G.L. § 42-46-5(a), (2),(5) and (7); and

(b) Discussion Related to the Acquisition of Real Property for Public Purposes at T. F. Green Airport - R.I.G.L. § 42-46-5(a)(5); and

(c) Discussion Related to Investment of Public Funds Where Premature Disclosure Would be Detrimental to the Public Interest (Air Service Development and Bonding) – R.I.G.L. § 42-46-5(a)(7); and

(d) Discussion Related to Potential Litigation (Non Public Construction Issue) and Discussion Related to Collective Bargaining – R.I.G.L. § 42-46-5(a)(2); and

(e) Motion to Return to Open Session.

By the following roll call vote the motion was passed unanimously.

YEAS: Kathleen C. Hittner, M.D.

Joseph M. Cianciolo

Bradford S. Dimeo

Michael A. Traficante

Michael F. Ryan

Robert D. Sangster

NAYS: None

ABSTAIN: None

At approximately 4:51 p.m., a motion was made by Mr. Ryan and seconded by Mr. Dimeo to return to the Open Session. The motion was passed unanimously.

8. Post Executive Session Actions and Announcements:

(a) Motion to Seal the Minutes of the Executive Session Held on October 17, 2012.

A motion was made by Mr. Dimeo and seconded by Mr. Traficante to seal the minutes of the Executive Session in accordance with R.I.G.L. § 42-46-4. By the following roll call vote the motion was passed unanimously.

YEAS: Kathleen C. Hittner, M.D.

Joseph M. Cianciolo

Bradford S. Dimeo

Michael A. Traficante

Michael F. Ryan

Robert D. Sangster

NAYS: None

ABSTAIN: None

(b) Report on Actions Taken in Executive Session.

During the Executive Session, a motion was made by Mr. Traficante to approve the sealed minutes of the Executive Session held on September 19, 2012. The motion was seconded by Mr. Cianciolo. The motion was passed unanimously.

9. Future Meetings:

The next Board Meeting will be held on Tuesday, November 13, 2012 at 4:00 p.m., in the Mary Brennan Board Room, T. F. Green Airport, Warwick, Rhode Island.

10. Adjournment:

Mr. Ryan moved to adjourn at approximately 4:53 p.m. Mr. Traficante seconded the motion. The motion was passed unanimously.

Respectfully submitted,

Kathleen C. Hittner, M.D., Chair
Rhode Island Airport Corporation

PUBLIC ATTENDANCE SHEET
RHODE ISLAND AIRPORT CORPORATION
MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, OCTOBER 17, 2012

NAME	AFFILIATION
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Brian Schattle	RIAC
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Patti Goldstein	RIAC
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Paul McDonough	RIAC
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Alan Andrade	RIAC
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Stephen Cahill	RIAC
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Jean Mongillo	Hoyle Tanner and Associates
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Robert Goff New England Parking

Doug Kuelzman ADK Executive Search

Kevin Blaise Resident

Tammy Burnham Allied Reporters

The minutes of the Executive Session of the Board Meeting of October 17, 2012, have been sealed in accordance with R.I.G.L. § 42-46-4.